

**MINUTES OF A REGULAR MEETING
OF THE AIRPORT COMMISSION**

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, November 12, 2009 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Adams, Dingman, Jacobsen, Phillips, Tymczyszyn, and Vice-Chairperson Fitch.

Absent: Chairperson Donnellan*.

Also Present: Facility Operations Manager Megerdichian and Business Manager Williams.

Due to the absence of Chairperson Donnellan, Vice-Chairperson Fitch led the meeting.

MOTION: Commissioner Tymczyszyn moved to grant Chairperson Donnellan an excused absence for the November 12, 2009 Airport Commission meeting. Vice-Chairperson Fitch seconded the motion; a voice vote reflected unanimous approval.

*Chairperson Donnellan arrived at 7:37 p.m.

3. FLAG SALUTE

Commissioner Jacobsen led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Adams, seconded by Commissioner Dingman, moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting; a voice vote reflected unanimous approval (absent Chairperson Donnellan).

5. APPROVAL OF MINUTES

5A. MINUTES OF OCTOBER 8, 2009

MOTION: Commissioner Dingman moved for the approval of the October 8, 2009 Airport Commission meeting minutes as submitted. Commissioner Jacobsen seconded the motion; a voice vote reflected unanimous approval (absent Chairperson Donnellan).

6. ORAL COMMUNICATIONS #1 AND ANNOUNCEMENTS

6A. Vice-Chairperson Fitch announced a meeting of the ad hoc Council Committee for Commission Review on November 16, 2009 in Council Chambers.

6B. Vice-Chairperson Fitch stated that the Commissioner Training workshop was better prepared and more informative than the last one she attended.

6C. Vice-Chairperson Fitch informed Commissioners that City Council approved changes to the Hangar Waiting List Application and Policies on November 10, 2009.

7. ACTION ITEMS

None.

8. INFORMATION ITEMS

8A. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT

Vice-Chairperson Fitch noted that the following reports for November 2009 were included in the agenda material: Hangar and Tie down Rental Status, Ongoing Projects, November 2009 Meeting Room Schedule, Hangar Waiting List, Events Requiring Emergency Response, and Airfield Operations Status.

Business Manager Williams noted that there were no hangar vacancies and briefly reviewed Ongoing Projects in Report 2.

In response to Commissioner Jacobsen's inquiry, she explained that unanticipated damage to the interior hangar wall was because the wall needed to be plumbed. She stated that the cost for repair is \$4,500 and will be presented to City Council on November 17, 2009 for approval.

Business Manager Williams briefly reviewed incidents and operations in October 2009 and informed the Commission that the Cal Trans inspection was conducted on October 20, 2009.

8B. LAND MANAGEMENT REPORT – AERONAUTICAL

None.

8C. NOISE ABATEMENT QUARTERLY REPORT

Vice-Chairperson Fitch noted that the Noise Abatement Quarterly Report for July 1, 2009 to September 30, 2009 was included in agenda materials.

Commissioner Tymczyszyn suggested that the "Other" column be for Coastguard, Sheriff, and Noise Test violations which are exempt and adding another column for Unidentifiable Aircrafts.

Vice-Chairperson Fitch suggested adding a footnote stating how many letters were sent out to violators.

9. ORAL COMMUNICATIONS #2

9A. Facility Operations Manager Megerdichian encouraged Commissioners to attend the ad hoc Council Committee for Commission Review meeting on November 16, 2009. He relayed comments included in the staff report submitted to the City Manager's office.

9B. Chairperson Donnellan arrived at 7:37 p.m. and apologized for his absence.

9C. Following a brief discussion, Commissioners unanimously decided to go dark in December 2009.

9D. Joseph Wollner, Palos Verdes Boulevard, stated that he was impressed with the energy, enthusiasm, and competency of Operations staff at the Airport.

10. ADJOURNMENT

At 7:42 p.m., Vice-Chairperson Fitch moved to adjourn the meeting to Thursday, January 14, 2010 in the West Annex meeting room at 7:00 p.m.

Approved as Submitted January 14, 2010 s/ Sue Herbers, City Clerk
